



Morris, Sussex, Warren HIV/AIDS Advisory Committee
 County of Morris Department of Human Services
 PO Box 900
 Morristown, New Jersey 07963-0900

**Morris Sussex Warren HIV/AIDS Advisory Committee and
 Early Intervention and Retention Collaborative Meeting Minutes**

1. Meeting Information

Date	Tuesday, April 19, 2016
Location	New Jersey AIDS Services, 3 Executive Drive, Morris Plains, NJ
Time meeting brought to order	11:10am

2. Quorum:

Voting Members present	Total Members	Votes Needed for Majority	Voted Needed for Two-thirds
7	10	6	7

Members Present: Shelia Carter, Ryan Curtis, Allisn Delcalzo-Berens, Padraig Henry, Joann McEniry, Jennifer McGee-Avila, Aliya Onque, Dwight Peavy, Caroline Schenkman, Ray Suttles, Alicia Weisbrot

Other Attendees: Jennifer Amaya, Saffiyah Holliday, Jerry Jacobs, Laurie Litt, Rob Meredith, Keith Middleton

Members Absent: Johanna Moore-Valverde, Ron Ritzie

3. Minutes:

Motion made by	Joann McEniry
Seconded by	Alicia Weisbrot
Abstentions	None
Approval	Unanimous
Time	11:15am

4. Subcommittee Reports:

None.

5. Resolutions:

Motion	To postpone "Consumer Recruitment" agenda item to June meeting.
Motion made by	Padraig Henry
Seconded by	Ryan Curtis
Abstentions	None
Approval	Unanimous
Resolution	That "Consumer Recruitment" agenda item be postponed to the June meeting.
Time	12:18pm

Motion	To postpone "County Website" agenda item and convene a work group scheduled for May 17, 2016 at 11:00am to address this agenda item.
Motion made by	Joann McEniry
Seconded by	Padraig Henry
Abstentions	None
Approval	Unanimous
Resolution	That "County Website" agenda item and convene a work group scheduled for May 17, 2016 at 11:00am to address this agenda item.
Time	12:20pm



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6. Adjournment:

Motion made by	Alicia Weisbrot
Seconded by	Joann McEniry
Approval	Unanimous
Time	12:32pm

**Morris Sussex Warren HIV/AIDS Advisory Committee and
 Early Intervention and Retention Collaborative Meeting Summary**

The Committee observed a moment of silence for all those living with and all who have passed from HIV and AIDS. The meeting was brought to order at 11:10am. The Chair, Delcalzo-Berens distributed the April “Advisory Committee Newsletter” which includes agency updates from the Morris County Department of Human Services, the Ryan White Grantee’s Office, the Planning Council, Family Health Center, Hope House, New Jersey AIDS Services and Zufall Health Center.

Delcalzo-Berens opened the floor for discussion regarding the minutes from March 15, 2016 and asked for a motion concerning the minutes. The minutes were adopted without discussion; however an amendment was made by Onque after the adoption of the minutes regarding a presentation by Ann Dey. Minutes will be redistributed via email to all members.

The Committee received a presentation from Jennifer Amaya, Director of Outreach and Prevention at Street Smart, Somerset Home. A copy of the power point presentation is attached at the end of the minutes.

The Committee participated in a discussion around Housing, led by Saffiyah Holiday, Director of Social Work Services, Department of Health & Community Wellness for the City of Newark. Holliday reported that the following recent changes have been made to the HOPWA program: there has been a cut in the overall administrative budget; forms are being revamped, including the monthly reporting template; staff training will resume April 29th with monthly roundtables (the hope is that this will eventually become a quarterly meeting); and there has been an addition of one program monitor which will allow the fiscal operator to focus on fiscal responsibilities. Holliday also noted that while there was a funding cut to the overall program in the amount of approximately \$400,000, there is \$600,000 in rollover that was able to make up the difference to the funding cuts for this year; however this rollover money will not be available next year. Delcalzo-Berens asked representatives from New Jersey AIDS Services and Hope House for a report on how the cut in funding has impacted their agencies and consumers. Litt reported that New Jersey AIDS Services has had to cut one staff member and there has been an overall cut to the agency operation budget since the reduction in funding. She reported a concern that if the agency does not receive funding from HOPWA soon, it will not be able to pay rent for clients on the current roster. Holliday reported that most contracts were ready for adoption and the agencies would see funding soon. Litt expressed frustration that the reimbursement process has typically been four months. Holliday noted that this has been an issue in the past but she hopes that the addition of a second program monitor would lead to the ability of the fiscal monitor to focus on this and move the process more quickly in the future. She reported that agencies should receive reimbursement by June. Meredith reported that there will be no cuts to HOPWA slots; however two to three clients are planned to move off of the program into permanent housing this year. Curtis



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reported that Hope House will be moving one client off of the program due to the client not meeting income restrictions and that other clients whose slots will be eliminated are being moved to another agency's roster. Henry asked if Warren County is a county covered by the Newark HOPWA program. Program staff reported that it is not one of those counties. Henry asked if the City would consider clients living in Warren County as it is a county within the Newark Eligible Metropolitan Area (EMA) and the state program is not accepting any calls. Program staff reported that this would not be possible. Carter asked if, when funding is returned by an agency, there is potential for modification or a change in the line items agencies can use the funding for. Holliday reported that funding can shift between agencies but there are restrictions on shifting funding between service categories. However, Holliday also stated that she will consider this for calendar year 2016 as cuts in administrative funding were unexpected. These decisions will be made in October. Delcalzo-Berens asked what the funding projections for 2017 are. Holliday reported that if the Grantee is able to adhere to the changes that HUD has asked it to make, there will not be any budget cuts, and it may be possible to advocate for funding level to the 2014 allocation.

Delcalzo_Berens recommended that the Committee move the creation of a consumer recruitment plan to the June meeting agenda. This plan was adopted. Delcalzo-Berens also recommended that the Committee hold a work group during May to discuss ideas for the county website. This plan was adopted and Delcalzo-Berens reported she would email the Committee with additional information.

Delcalzo-Berens reminded the Committee that the next lunch and learn will be held on April 20 at Hope House. The Delcalzo-Berens reported that he Planning Council asked the Committee to facilitate a short verbal survey around the topic of oral healthcare after the lunch and learn. She asked for volunteers to facilitate the survey and to prepare a summary of the responses. Schenkman volunteered to facilitate the discussion. Delcalzo-Berens will prepare the summary.

Delcalzo-Berens addressed pending membership of Rob Meredith. McEniry reported that Meredith would not be submitting his name for permanent committee membership and another New Jersey AIDS Services representative will be submitting her name for membership at the next meeting.

The meeting was adjourned at 12:32pm. The next meeting will take place on Tuesday, June 21 at 11am at Hope House.

ACTION ITEMS:

- Delcalzo-Berens will submit a flyer for the next Lunch and Learn to the committee before the next Executive Committee meeting.
- A Website workgroup will meet at 30 Schuyler Place, Third Floor Red Conference Room on Tuesday, May 17, 2016 at 11am. Parking passes will be provided.
- Moore-Valverde will confirm the guest for the June meeting.